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GOVERNMENT GAZETTE

BOLETIM OFICIAL

SUPPLEMENT

(No. 2)

(SUPPLEMENTO)

GOVERNMENT OF GOA, DAMAN AND DIU

Notification

ELN/VPT/62

In exercise of the powers conferred by section 59 of the Goa, Daman and Diu Village Panchayats Regulation, 1962, (No. 9 of 1962) the Lieutenant-Governor, Goa, Daman and Diu is pleased to delegate the powers vested in him under sections 3, 7, 8, 9, 15, 19, 21, 22, 23, 25, 27, 53 and 54 of the said Regulation and under the Goa, Daman and Diu Village Panchayats (Election Procedure) Rules 1962 to the Chief Secretary within the territory of Goa and also to delegate the powers of the Administrator, the Chief Secretary and the Civil Administrator, District under the rules framed under section 65 of the said Regulation to the Collector of Daman within his territorial jurisdiction and to the Civil Administrator Diu, within his territorial jurisdiction.

T. Sivasankar
Lieutenant Governor

Panjim, 22nd September, 1962.

Notification

ELN/VPT/62

THE GOA, DAMAN AND DIU VILLAGE PANCHAYATS (ELECTION PROCEDURE) RULES, 1962

In exercise of powers conferred by sub-sections (1) and (2) of section 65 of the Goa, Daman and Diu Vil-

lage Panchayats Regulation 1962 (no. 9 of 1962) the Lieutenant-Governor, Goa, Daman and Diu makes the following rules, namely:

1. These rules may be called the Goa, Daman and Diu Village Panchayat (Election Procedure) Rules, 1962. Short title

2. In these rules unless the context otherwise requires: Definitions

- (1) «Regulation» means the Goa, Daman and Diu Village Panchayat Regulation 1962.
- (2) «Gram Panchayat» means a Village Panchayat as defined by the above mentioned regulation.
- (3) «Administrator» means the Lieutenant-Governor, Goa, Daman and Diu.
- (4) «Prescribed authority» wherever it occurs in the Regulation means the Chief Secretary or any officer appointed by him.
- (5) «Collector» means the Collector of Daman who shall be deemed to be the prescribed authority for the purposes of Regulation and Rules thereunder.
- (6) «Civil Administrator» means the Civil Administrator of Diu who shall be deemed to be the prescribed authority for the purposes of Regulation and Rules thereunder.
- (7) «Polling Officer» means any officer appointed by the Returning Officer for the purpose of con-

ducting the election under rule 24.

- (8) «Panch» means a member of Panchayat.
- (9) «Sarpanch» means the chairman of Panchayat.
- (10) «Deputy Sarpanch» means the vice-chairman of the Panchayat.
- (11) «Civil Administrator, District» means «administrador do Concelho».
- (12) «Concelho» means area under the administrative charge of Administrador do Concelho (Civil Administrator, District).
- (13) «Returning officer» means any officer appointed by the Chief Secretary under rule 19 to be a Returning Officer and includes an additional and Assistant Returning Officer.
- (14) The persons holding «office of profit» for the purpose of the regulation includes regedor, members of Junta de freguesia and members of Junta de Comunidade.
- (15) «Voter» means elector as mentioned in sections 13 and 14 of the Regulation.
- (16) The words terms and definitions not defined in these rules shall have the same meaning assigned to them in the Regulation.

Rules Regarding the preparation of electoral rolls

Preparation of electoral roll

3. The Civil Administrator, District shall cause a separate electoral roll to be prepared for every village in Form no. 1.

Form of electoral roll

4. The electoral roll (in Form no. 1) shall show the serial number, name, father's, mother's, or husband's name, surname, if any, age, sex of the elector.

Script of roll

5. The electoral roll shall be in the Roman Script.

Publication of the electoral roll

6. On or before the date to be fixed by the Civil Administrator, District he shall cause to be made known in the Gram Panchayat area the fact that the electoral roll is ready for inspection.

Inspection of electoral roll

7. A copy of the electoral roll shall be kept for inspection in a conspicuous place in the Gram Panchayat area.

Claims and objections against the electoral roll

8. A notice shall be affixed to the electoral roll stating the date, time and place fixed for hearing claims and objections and specifying the officer appointed by the Chief Secretary before whom such claims and objections shall be preferred. The date to be so fixed shall not be earlier than five days from the publication of the said notice.

9. On the date fixed for hearing objections as aforesaid any person whose name is not entered in the roll and any person whose name is in the roll, and who objects to the inclusion of the name of any person in the roll, may prefer, either orally or in writing, a claim or objection to the officer specified in the notice.

Preferring of claims

10. The officer appointed to hear claims and objections shall decide the claim or objection on the spot and

Decision of claims

- (a) record his decision; and
- (b) correct the copy of the roll in accordance with such decision if necessary. The decision of the said officer shall be final.

11. The electoral roll as amended under rule 10, and if no amendment has been made then without alteration, shall be published finally by the Civil Administrator, District by keeping a copy of the amended roll for inspection in a conspicuous place in the Gram Panchayat area; and a notice of such publication shall be given in form no. 6 by the Civil Administrator, District not later than twenty-four hours after the rolls are ready for final publication.

Final publication of electoral roll

12. A copy of the electoral roll may be made available to a contesting candidate on payment of the price of 5 n. p. for page.

Copy of electoral roll to be given to the candidate

13. The electoral roll published in accordance with rule 11 shall be in force for a period of four years from the date of its final publication.

The electoral roll to be valid for four years

Provided that if a Gram Panchayat area is called upon to elect a panchayat after an electoral roll has ceased to have force and before the completion of the new electoral roll, shall, for the purpose of that election, continue to operate as the electoral roll of that Gram Panchayat area.

Provided further that the Administrator may direct the preparation in accordance with these rules of a fresh roll at any time before the expiration of the said period.

Rules regulating nominations for Elections

14. Subject to the orders of the Administrator, the Chief Secretary shall draw up a programme specifying:

Programme for nomination & scrutiny of nomination papers

- (a) the date and place for the filing of nomination papers of candidates, and for the scrutiny of such nomination papers, and
- (b) a further date or dates on which a poll shall, if necessary, be taken for the election of the panchas of a Gram Panchayat; and shall announce it within the Gram Panchayat area at least five days before the date for filing the nomination papers.

Receiving of nomination papers

15. On the date and at the place so fixed, the Civil Administrator, District or any other officer authorised by the Administrator in this behalf, hereinafter called the Returning Officer shall between 11-00 hours and 15-00 hours receive the nomination papers.

Filing the nomination papers

16. (i) The nomination paper shall be in Form no. 2 and shall be signed by the candidate and his proposer who shall be an elector of the same village Panchayat and who shall not subscribe to more than one nomination paper. The nomination paper shall be delivered to the Returning Officer by the candidate either in person or through his proposer.

(ii) On the presentation of a nomination paper the Returning Officer shall satisfy himself that the names and numbers in the electoral roll of the candidate and his proposer as entered in the nomination paper are the same as those entered in the electoral roll referred to in section 13 of the Regulation and the Returning Officer shall serially number it and write the date on which the time at which it was received by him under his signature.

Scrutinizing of nomination papers & appeals

17. (i) On the next following day fixed for receiving the nomination paper, the Returning Officer shall at 15-00 hours scrutinize the nomination papers and may either accept or reject them. The candidates and their proposers may be present, if they so desire. If the Returning Officer decides to reject any nomination paper he shall immediately record in writing a brief statement of his reasons for doing so and make available a copy of his decision on demand to the candidate within 24 hours. No nomination paper shall be rejected merely on the ground of a technical or clerical error.

(ii) There shall lie an appeal within 48 hours against the decision of the Returning Officer to the officer appointed by the Chief Secretary in this behalf. Such appeal shall be decided by the said officer within 2 days from its preferring and the result shall be communicated to the Returning Officer immediately.

(iii) The Returning Officer after scrutiny and after the decisions of appeals, if any, shall publish at a conspicuous place within the Gram Panchayat area a list of all the candidates duly nominated.

Withdrawal of nomination

18. A candidate who has been duly nominated for election may withdraw his candidature by written and signed communication delivered to the Returning Officer within five days from the date fixed for the Scrutiny of Nomination papers. The Returning Officer shall, within 48 hours of the date fixed for the withdrawal of candidature, have such withdrawals announced and post a copy of it in a conspicuous place in the Gram Panchayat area.

Rules Regulating Elections

19. (i) The Chief Secretary shall appoint as many Returning Officers, Additional Returning Officers and Assistant Returning Officers as may be necessary.

Appointment of Returning Officers, Additional Ret. Officers & Assistant Ret. officers

(ii) If the number of candidates duly nominated is equal or less than the number of the seats for which the candidates are duly nominated, the Returning Officer shall declare the candidates or candidate so nominated to be duly elected and shall forward a list of such candidates to the Chief Secretary, together with a report specifying the seats for which no nomination was received.

20. If the number of candidates duly nominated exceeds the number of vacancies, the election shall be held in the manner hereinafter specified.

When to hold poll

21. Where poll is necessary, the Administrator, shall fix the date, hour and place for polling.

Date for polling

22. (i) At least five days before the date of polling the Returning Officer shall allot to each contesting candidate one of the following symbols and communicate the same to him in writing:

Assignment of symbols to candidates

(I) The symbols to be allotted shall be

- | | |
|-------------|------------------|
| 1) elephant | 15) tiger |
| 2) bullock | 16) umbrella |
| 3) sword | 17) motor car |
| 4) cart | 18) dog |
| 5) scales | 19) ship |
| 6) hand | 20) flower |
| 7) tree | 21) mango |
| 8) house | 22) pineapple |
| 9) snake | 23) coconut |
| 10) bird | 24) kerosene tin |
| 11) fish | 25) clock |
| 12) bicycle | 26) chair |
| 13) man | 27) ladder |
| 14) moon | |

(ii) If the list of symbols mentioned in sub rule (i) above is exhausted because the number of candidates exceeds, the Returning officer shall in his discretion allot to the candidate or candidates concerned any other symbol.

23. The Returning Officer shall publish at the same time the list of candidates and of the symbol allotted to each candidate and shall announce the list and post a copy of it in a conspicuous place in the Panchayat area to which it pertains.

List of candidates contesting the election

24. The Returning Officer shall appoint as many Polling Officers as may be necessary at each polling station.

Appointment of polling officers

25. The Civil Administrator, District shall provide at each polling station ballot papers sufficient for the purpose of voting, copies of the electoral roll, etc.

Supply of ballot papers

Form of ballot boxes

26. (i) Each candidate shall be provided with a separate ballot box.

(ii) Every ballot box shall be so constructed that ballot papers can be inserted therein, but cannot be withdrawn therefrom without the box being unlocked.

Duties of the Additional Returning Officer

27. The Additional Returning Officer shall preside and keep order at the polling station. He shall regulate the number of electors to be admitted at one time and shall exclude all other persons except:

- (a) his assistants, the candidates and one agent of each candidate (hereinafter referred to as the polling agent) appointed in writing by the candidate and authorized in this behalf by the Returning Officer or the Additional Returning Officer.
- (b) the police or other public servants on duty; and
- (c) such other persons as the Additional Returning Officer may from time to time admit for the purpose of identifying electors.

Procedure at the polling

28. (i) The Additional Returning Officer shall immediately before the commencement of the roll show the empty ballot boxes to such persons as may be present in the polling station so that they may see that they are empty and he shall then put the respective symbol allotted to the candidate inside the box, and paste the same symbol on the outside of the box. The ballot box shall then be deemed to have been allotted to the respective candidate. The Additional Returning Officer shall, then, insert the paper seal which shall be signed by him and the candidate or their agents if they so desire. He shall then seal the box in such a way that the slit for insertion of ballot papers into the box remains open to receive ballot papers.

(ii) The seals used for sealing a ballot box shall be affixed in such a manner that it shall not be possible to open the box without breaking them.

(iii) The ballot boxes so sealed shall be placed in the voting compartment which shall be screened in such a way that the ballot boxes are not visible from outside the compartment.

(iv) The ballot boxes shall be kept side by side in the alphabetical order of the surnames of the candidates from the left to the right of the voter.

(v) No receptacle or box besides the ballot boxes allotted to the candidate shall be kept inside the polling compartment during polling.

Commencement and closing of polling

29. (i) The poll shall commence and close exactly at the time fixed for the purpose by the Administrator.

(ii) Voting shall be by ballot and every person wishing to record his vote shall do so at such date and hour as prescribed for the polling at the respective

Village Panchayat in person and not by proxy, by means of a ballot paper to be supplied at the polling station to a voter which shall bear a serial number. Every person shall be entitled to one non-transferable vote to elect one member of panchayat.

30. (1) The candidates and their agents shall not speak to or address any voters in any part of the polling station nor 100 yards around it but may address to the presiding officer objections to a voter on any one of the following three grounds namely:

Candidates and agents not to communicate with voters

- (i) that the voter's name does not appear in the voters' list as entitled to vote in the village panchayat.
- (ii) that his claim to be a certain voter whose name is entered in the voters' list is false.
- (iii) that he has already voted at the election.

(2) Any person contravening the provisions of sub-rule (1) may be expelled from the polling station by the Additional Returning Officer and a person so expelled shall not be readmitted during the election.

31. Before a ballot paper is delivered to an elector it shall be marked with the official mark or initialled by Additional Returning Officer, if no official mark is available. The number, name and description of each elector as stated in the electoral roll shall be called out and mark shall be placed in the working copy of the electoral roll against the number of the elector to denote that he has received the ballot paper. Besides, a mark with indelible ink shall be made on every voter's right forefinger.

Marking of ballot paper

32. (i) If an elector, after obtaining ballot paper for the purpose of recording his vote decides not to use the same, he shall return the ballot paper to the Additional Returning Officer and the ballot paper so returned shall then be marked as cancelled/returned and kept in a separate envelope and a record shall be kept by the Additional Returning Officer of all such ballot papers.

Returning of unused ballot papers

(ii) If any ballot paper which has been issued to any elector for the purpose of recording his vote has not been put into the ballot box but has been left by the elector at the polling station it shall be dealt with in accordance with the provisions of sub rule (i) as if it has been returned by him to the Additional Returning Officer.

33. (i) The voting shall, subject to these rules, be secret.

Voting to be secret

(ii) It shall be the duty of the Additional Returning Officers, Assistant Returning Officers and the Polling Officers to see that the votes are recorded with se-

crecy; that only such persons as may be admitted to the polling booth under these rules are admitted thereto; and that persons who have recorded their votes or against whom objections have been heard and upheld leave immediately. It shall also be their duty to see that these rules and any special directions given by the Chief Secretary and/or Returning Officer thereunder are strictly observed in all respects.

Tendered votes

34. If a person representing himself to be a particular elector named on the electoral roll applies for a ballot paper after another person has voted as such elector, the applicant shall, after duly answering such questions as the Additional Returning Officer may ask, be entitled to vote but his ballot paper (hereinafter referred to as a tendered ballot paper) shall, after the voter has recorded his vote, be given to the Additional Returning Officer who shall endorse the name of the elector and his number on the working copy of the Electoral roll and the name of the village to which the roll relates and shall place the same in a separate packet. The name of the voter, his number in the Electoral Roll and the name of the polling station to which the roll relates shall be entered in a list in Form no. 3.

Challenged votes

35. If any candidate or his polling agent declares and undertakes to prove that any person by applying for a ballot paper has committed the offence of impersonation and pays a fee of Rs. 2/- as deposit, the Additional Returning Officer may require such person to enter in the list of challenged voters in Form no. 4 his name and address, or, if he is unable to write, to affix his thumb impression thereto and may further require such person to produce evidence of identification. If such person gives satisfactory answers he shall be allowed to vote after he has been informed of the penalty for impersonation. The Additional Returning Officer shall make a note of the circumstances and of his decision on the list of challenged votes in Form no. 4. If the challenge is proved the deposit shall be refunded by the Additional Returning Officer, otherwise it shall be forfeited. The Additional Returning Officer's decision shall be final.

Spoilt ballot papers

36. A voter who has inadvertently dealt with his ballot paper in such manner that it cannot conveniently be used as a ballot paper may, on delivering it to the Additional Returning Officer and satisfying him of his inadvertence, obtain another ballot paper in place of the spoilt paper and the latter shall be marked as cancelled.

The voter to record his vote in the voting compartment

37. An elector, after receiving a ballot paper, shall proceed to the voting compartment and insert it in the ballot box of the candidate for whom he wishes to record his vote and leave the voting compartment immediately.

38. (i) The Additional Returning Officer shall give such assistance as may be necessary to enable incapacitated voters to vote in the manner prescribed hereunder. Help to incapacitated voters

(ii) If a voter is unable to cast his vote himself by reason of his blindness or such other bodily infirmity, the Additional Returning Officer shall after leading him into the polling compartment ascertain in confidence the name of the candidate for whom such voter wishes to vote and the Additional Returning Officer shall insert the ballot paper into the respective box. The assistance rendered to such a voter by the Additional Returning Officer shall be recorded by him in form no. 8 in brief but the name of the candidate for whom the vote was cast shall not be mentioned.

39. The persons present at the polling station at the time of closing the polls who have not recorded their votes should be given identity slips and allowed to record their votes even after the closing hour. Identity slips to voters present at the hour of closing

40. (1) The Additional Returning Officer of each Polling station, as soon as practicable after the close of the poll, shall, in the presence of any candidate or polling agents, who may be present, make up into separate parcels and seal with his own seal and the seals of such candidates or agents as may desire to affix their seals: Sealing of ballot boxes, etc.

- (i) each ballot box in use at each station unopened;
- (ii) the unused ballot papers;
- (iii) the tendered ballot papers;
- (iv) the spoilt ballot papers;
- (v) the marked copy of the electoral roll;
- (vi) the ballot paper account in form no. 5;
- (vii) the tendered votes' lists; and
- (viii) the list of challenged votes.

(2) The Additional Returning Officer shall, after the parcels are made, count the votes in accordance with the provisions contained in rule 41 in the presence of the candidates and their agents, if any. No person who has been employed by or on behalf of a candidate for any purpose whatsoever connected with the election shall be appointed to assist in the counting of votes.

41. Immediately after polling is closed, the Additional Returning Officer shall: Counting of votes

- (a) open the ballot box and separate the voting papers which he deems valid from those which he rejects, endorsing on the latter the word «rejected» and the grounds of rejection;
- (b) reject any voting paper which bears any mark, by which the

voter may afterwards be identified or which is not duly marked or bears any serial number or prefix or suffix or a mark different from that of the ballot paper authorized to be used at that polling station or the Additional Returning Officer is satisfied that it is a spurious ballot paper or has been so damaged or mutilated that its identity as a genuine ballot paper cannot be established.

(c) count the valid votes given to each candidate and upon the completion of the counting, seal up separate parcels of counted and rejected voting papers but shall not open the sealed packets of the tendered votes and the marked copies of the roll.

(d) prepare and certify a return in form no. 7 setting forth:

- (i) the names of the persons for whom valid votes were given.
- (ii) the number of valid votes given for each person.
- (iii) the number of votes declared invalid; and
- (iv) the number of tendered votes given;

(e) On completion of the return, the Additional Returning Officer shall declare the result of the reserved seat for women. He shall then declare the result of unreserved seats from amongst the candidates to whom highest number of valid votes have been given.

(f) If at the conclusion of counting, the Additional Returning Officer finds out that any two candidates have an equal number of votes the election shall be decided by lots, drawn in his presence and in the manner he may decide.

(g) The Additional Returning Officer shall permit any candidate or his agent to take a copy of an extract from the return.

Recount of votes

42. (I) After the declaration of the result of the election any candidate or in his absence his agent may apply in writing to the Additional Returning Officer for a recount of all or any of the ballot papers already counted stating the ground on which he demands recount.

(II) On such an application being made the Additional Returning Officer shall decide the matter and may allow or reject the application stating in writing his reasons therefor. His decision shall be final.

(III) If the Additional Returning Officer decides to allow such an application he shall

- (a) count the ballot papers again in accordance with his decision;
- (b) amend the statements showing the number of votes recorded if it is necessary after such re-count;
- (c) announce the amendments if they are made and the result of election.

43. (i) Where at the election, polling is interrupted or obstructed by any riot or violence and if it appears to the Additional Returning Officer that proceeding with the polling is impossible due to certain circumstances beyond his control, he shall announce the adjournment of the Polling to a further date to be announced later on and shall make a report immediately to the Administrator.

Adjournment of Polling

(ii) Where the polling is adjourned under Sub-rule (i) the Administrator shall after a reasonable time cause to have fresh polling in accordance with these rules.

44. The Additional Returning Officer shall cause the names of the elected candidates to be posted at a conspicuous place of the village and shall report such names to the Civil Administrator, District, who shall then take action for the notification of the election in the Official Gazette.

Publication of the results

45. The Additional Returning Officer shall forward to the Civil Administrator, District under a sealed cover containing separately the statement of result of election, spoilt ballot papers, tendered voting papers, tendered voters' list, list of challenged votes, and marked copy of the electoral roll.

Custody of documents relating to the election

46. While in the custody of the Civil Administrator, District the packets of the voting papers whether counted, rejected or tendered shall not be opened and their contents shall not be inspected or produced except under the orders of the Chief Secretary.

Production & inspection of documents relating to election

47. On the expiry of two months from the date of the publication of the result of the election or where an application challenging the validity of the election has been made, on the expiry of two months from the date of the decision on such application the Civil Administrator, District shall with the previous sanction of the Chief Secretary destroy all the used ballot papers.

Destruction of the voting papers

THE LIEUTENANT GOVERNOR

T. Sivasankar

Panjim, 24th September, 1962.

FORM No. 1

Electoral Roll

Name of Gram Panchayat ... Name of the concelho ...
Name of village ...

S. No.	Name of elector (and surname, if any)	Name of father/mother/husband	Sex M or F	Age
1	2	3	4	5

FORM No. 2

Nomination paper for election as a Panch

(Rule 16)

Name of candidate ...
Father's/husband's name ...
Age ...
Address ...
No. on the Electoral Roll ...
Village for which the candidate is nominated ...
Name of proposer ...
No. on Electoral Roll ...
Signature of proposer ...

Declaration of the candidate.

I hereby declare that I agree to the above nomination.

(Signature of the Candidate)

FORM No. 3

Tendered Votes' List

(Rule 34)

Polling Station ...

Name of Village	Name of Voter	No. in Electoral Roll	No. of votes recorded
-----------------	---------------	-----------------------	-----------------------

FORM No. 4

List of challenged votes

(Rule 35)

Signature Sheet Nos. ...

No. in Electoral Roll	Name	Signature of voter, if literate or thumb impression of voter, if illiterate	Name of identifier if any

FORM No. 5

(Rule No. 40)

Form of Ballot Paper Account

Election to the ... Village
Panchayat from the ... Concelho.

	Serial No.		Total No.
	From	To	
1. Ballot Papers received			
2. Ballot Papers not used			
3. Ballot Papers issued to voters			
4. No. of tendered votes cast at the Polling Station			

Date:

(Signature)

FORM No. 6

(Rule 11)

Notice of final publication of electoral roll

It is hereby notified for public information that the list of amendments to the draft roll for the ... village Panchayat has been prepared in accordance with the Goa, Daman and Diu Village Panchayat (Election procedure) Rules 1962 and a copy of the said roll together with the said list of amendments has been published and will be available for inspection at ...

Civil Administrator District

FORM No. 7

(Rule 41)

Result of counting

Sr. No.	Names of candidates	No. of Votes in the Ballot Box		
		Valid	Invalid	Total
1.				
2.				
3.				
4.				
5.				
6.				
etc.				

Grand Total ...

No. of Ballot Papers ...
Cancelled

No. of tendered Votes.

Date:

(Signature of the Additional Returning Officer)

(Signature of counting officer)

FORM No. 8

(Rule 38)

S. No.	Name of disabled voter	S. No. in the Electoral Roll	Brief notes of assistance given
1	2	3	4

Date

Signature
Additional Returning Officer
Polling Station ...

Notification

ELN/VPT/62

In exercise of the powers vested in him under Rule 19 of the Goa, Daman and Diu Village Panchayat (Election Procedure) Rules, 1962, the Chief Secretary hereby appoints the Civil Administrators, District (Administradores do Concelho) to be the «Returning Officers» for Village Panchayat elections of all the Villages, in their respective concelhos.

B. K. Sanyal

Chief Secretary

Panjim, 22nd September, 1962.

Notification

ELN-VPT/62

In exercise of the powers vested in him under Rule 14 of the Goa, Daman and Diu Village Panchayat (Election Procedure) Rules 1962, the Chief Secretary is hereby pleased to fix the programme for holding village Panchayat elections as detailed in the appended schedule.

B. K. Sanyal

Chief Secretary

Panjim, 24th September, 1962.

SCHEDULE**Programme for the Elections of Village Panchayats in Goa, Daman and Diu**

1. Date of publication of election programme. 27-9-1962.

2. Date of filling nomination papers and place and time. 9-10-1962.
 - (a) Date of filling nomination papers. 9-10-1962.
 - (b) Place. Respective offices of the Civil Administrators District. 1100 to 1500 hours.
 - (c) Time between which nomination papers shall be received. 1100 to 1500 hours.
3. Date fixed for scrutiny of nomination papers. 10-10-1962.
 - (a) Place. Respective offices of the Civil Administrators, District. 1500 hours onwards.
 - (b) Time. 1500 hours onwards.
4. Last date of filing appeals against the decision of the Returning Officer rejecting nomination papers. 13-10-1962.
5. Last date of deciding the appeals. 15-10-1962.
6. Date of publication of list of validly nominated candidates. 15-10-1962.
7. Last date of withdrawal of candidature. 15-10-1962.
8. Last date of publication of list of names who have withdrawn their candidatures. 17-10-1962.
9. Date of allotting symbols to contesting candidates. 10-10-1962.
10. Date of allotting symbols to those who would succeed in appeal. 15-10-1962.
11. Date of publishing list of contesting candidates with their symbols. 17-10-1962.
12. Date of poll. 24-10-1962.
 - (a) Time. 800 to 1700 hours.
13. Date and place of counting and declaration of result. 24-10-1962. 1800 hours onwards at respective polling stations.